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Composition I

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Collin College

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**COLLIN COLLEGE ONLINE
FACULTY SYLLABUS**

Course Number: ENGL 1301

Course Title: Composition I

Course Description: Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. Lab required.

Course Credit Hours: 3

Lecture Hours: 3

Lab Hours: 1

Prerequisite: Meet TSI college-readiness standard for Reading and Writing; or equivalent

Student Learning Outcomes:

- **State-mandated Outcomes:** Upon successful completion of this course, students will:
 1. Demonstrate knowledge of individual and collaborative writing processes. (Teamwork, Communication Skills)
 2. Develop ideas with appropriate support and attribution. (Communication Skills)
 3. Write in a style appropriate to audience and purpose. (Communication Skills)
 4. Read, reflect, and respond critically to a variety of texts. (Critical Thinking)
 5. Use Edited American English in academic essays.
- **Additional Collin Outcome:** Upon successful completion of this course, students should be able to do the following:
 1. Demonstrate personal responsibility through the ethical use of intellectual property. (Personal Responsibility)

Withdrawal Policy: See the current *Collin Registration Guide* for the last day to withdraw.

Collin College Academic Policies: See the current *Collin Student Handbook*. Academic Dishonesty—Please see section 7-2.2 of the Collin Student Handbook. The range of academic penalty determined by the professor may be a zero on the assignment to dismissal from the course.

Americans with Disabilities Act: Collin College will adhere to all applicable federal, state, and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal opportunity. It is the student's responsibility

to contact the ACCESS Office, SCC-D140 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current *Collin Student Handbook* for additional information.

Instructor's Name: Dr. Joan Kennedy

Office Number: LH 174 PRC

Office Hours: M/W 11 AM – 1:00 PM T/R 1-2 PM

Phone Number: 972-377-1044

Email: jkennedy@collin.edu

Class Information:

Section Number: ENGL 1301 10727

Meeting Times: MWF 10-10:50 AM Room LH 178

Minimum Technology Requirement: Cougarmail address; at least 56K (minimum) modem; Internet Explorer (version 6.0 or higher); Microsoft Word for Word Processing.

Minimum Student Skills: Keyboard skills, E-mail attachment skills; Word Processing skills; Internet and database research skills; Canvas skills

Netiquette Expectations: Remember the rules of netiquette when posting responses. Think before posting; avoid inflammatory rhetoric; remember the human.

Course Resources:

Textbooks:

1) *Strategies for Successful Writing, 11th Edition*, 2018, Reinking & Von Der Osten, ISBN: 13:978-0-13-467874-0

Attendance Policy: You are expected to attend class regularly and to consult with me whenever an absence is necessary. Your class attendance and participation are **very important!** Excessive absences can affect students' ability to comprehend assignments and to fulfill class discussion requirements to enrich knowledge of issues. I will allow you three absences without penalty. After three absences, I will deduct 10 points for each absence up to a maximum of 50 points. If you are absent fewer than three times, then you will earn 50 points. Therefore, attend class regularly and be on time!

Method of Evaluation:**COURSE EVALUATION**

Final grades for the semester are based on the following formula:

- 1) Three essays - 100 points each
- 2) Mid-Term essay (cause/effect) in class - 100 points
- 4) Comparison/Contrast (Evaluation) Essay -- 200 points

- 5) Lab Assignments – 50 points

- 6) Oral Report – 75 points

- 7) Journal – 25 points

- 8) Attendance – 50 points

- 9) Final Exam – 200 points.

Total = 1000 points

Grading Scale: 900-1000 = A

800-899 = B

700-799 = C

600-699 = D

Below 600 = F

Reminder: A late paper carries a penalty of five points off each day the paper is late.

Delivery Method of Feedback and/or Graded Material:

You will submit major essays online using the Canvas essay submission process.

I will grade each major essay by using the “Insert Comment” function in Canvas.

Grading criteria for essays are found in Canvas. You will access your graded essay by clicking on the appropriate essay in the Grades Tool in Canvas.

Standards for Instructor Response and Availability:

The turnaround time for returning graded essays is approximately one week. If you need extra assistance with an essay draft, come to my office (LH 174, PRC) during my posted hours or at an arranged time; visit the Writing Center on any campus; use the Online Writing Lab.

Course Calendar:

FALL 2018 COURSE SCHEDULE

English 1301

Dr. Joan Kennedy

Each week of this Course Schedule serves as a module outlining the assignment activities that you need to follow to stay on track in the course. This is not a self-paced course, so it is very important to keep up with weekly assignments. Make sure to check the Announcements Tool weekly for any reminders, information, or updates on assignments and activities.

Important note about the rhetoric and reader text: In *Strategies for Successful Writing* (SSW), 11th edition (a mandatory text), you will notice two sections to the Table of Contents: one is for the RHETORIC and one is for the READER. You will usually have reading assignments from both the RHETORIC and the READER. In the assignments, I will refer you to chapters and essay titles as well as page numbers.

The commnet Weblink located in Grammar & Writing in the Resources Module in Canvas serves as the online resource Writing Manual and Grammar Handbook. Consult this link for information on all aspects of writing, researching, and grammar.

****Students needing technical help with software, attachments, e-mail should contact any of the following: 972-377-1777; 972-881-5870; or e-mail: sts@collin.edu or visit the Web site <http://online.collin.edu/>**

WEEK 1 - AUGUST 27-31

Overview of course—journal writing—handout for first essay assignment (Narration/Description)

Do some Web research on the Hindu poet Kalidasa. He is a famous ancient poet from India who wrote in Sanskrit. You will be reflecting on a quote from this text as the basis for your first paper, Narration and Description. (This is explained on the Narrative/Descriptive Essay Assignment Handout--Essay #1.) For research, I suggest you use the Collin Databases, which you can access by clicking on the Student tab in Cougarweb and then on Library at the top of the page. Then click on Research to take you to a variety of databases. These resources will provide the best, updated, legitimate information on a wide variety of topics. I also have provided a link under Dr. Joan Kennedy Library Resources in the Resources Module in Canvas. A tutorial for searching the databases is located on the bottom right of my Library Resources page.

WEEK 2 SEPTEMBER 4-7

LABOR DAY - MONDAY, SEPTEMBER 3- CAMPUSES CLOSED

Review chapters 1, 2, 3, 4 in *Strategies for Successful Writing* (referred to hereafter as SSW). Scan these first chapters for an overview of several components of the writing process. You may want to refer back to some of these as you develop your essays throughout the semester. Then review chapters 8 and 9 on Narration and Description. In the Reader section read "The Perfect Picture" by James Alexander Thom (p. 456) and "When the Full Moon Shines Its Magic Over Monument Valley" by John V. Young (p. 466). Work on Narrative/Descriptive Essay.

WEEK 3 - SEPTEMBER 10-14

After you have an understanding of narrative/descriptive writing, begin a draft of your first essay based on the guidelines listed on the "Narrative/Descriptive Essay Assignment" #1 handout.

Resources for assistance in following the assignment and drafting the essay are the following: Writing Centers on all campuses; Online Writing Lab (see Writing Center link in Collin College Student Resources in Resources Module in Canvas; peer evaluation with another student in the class (use Inbox Mail Tool in Canvas to select another student to exchange essay drafts), and consulting me in my office (LH 174) on the Preston Ridge Campus (see syllabus for my office hours or e-mail me to arrange a time).

In-class draft editing workshop: Bring draft of essay to class—may bring laptop

Lab Assignment: First lab assignment is due: **Wednesday, September 12.** Submit the work on paper to me in class (either handwritten or typewritten).

WEEK 4 -SEPTEMBER 17-21

Before submitting your paper, you can e-mail it to a classmate for his/her critique, and if you have any questions, e-mail me. To e-mail a classmate, go to the Inbox Mail Tool to locate e-mail addresses of students. Click on Compose New Message icon at top; Select the course; click on student icon on right; click on students and names of classmates will appear; Select a student and attach your draft by clicking on the attachment paper clip at the bottom; locate your essay and open it; click on send. You are sending your draft as an e-mail attachment, using Microsoft Word.

In-class draft editing workshop—Bring draft of essay to class—may bring laptop

Don't forget to review the suggestions on the "Narrative/Descriptive Essay Assignment" #1

FIRST ESSAY - NARRATION/DESCRIPTION - DUE WEDNESDAY, SEPTEMBER 19 (SUBMIT IN CANVAS)

Reminder: Type the essay on your computer as a Microsoft Word document (any version). When saving your essay, use your **last name and the assignment** as the document name. Send in your essay by clicking on the **Essay Assignments** in Canvas and then on the current essay. At the top of the assignment you will find a submission box. For more detailed instructions, under the **Essay Assignments** link click on **Essay Submission** at the top (I gave you a handout of this process the first week of class). When I return your graded essay, it will appear in the Grades tool, where you will click on View Feedback at the upper right. Your essay with my insert comments, general comments, and grading rubric evaluation will appear.

If you are experiencing computer problems, it is your responsibility to make arrangements with me to submit a paper copy of the essay. You will be responsible for submitting the essay to my office **PRC, LH 174**. You may slide it under the door or submit it at the Information Desk in the LH Building (Lawler Hall).

Introduction to Essay #2—Primary Research (Interviews, Questionnaires, Direct Observations. Handout.

Review chapter 22 in *Strategies for Successful Writing* “Additional Research Strategies: Interviews, Questionnaires, Direct Observations

Discuss Oral Report Schedule for Primary Research assignment.

WEEK 5 -- SEPTEMBER 24-28

Work on Primary Research

WEEK 6 - OCTOBER 1-5

Oral reports on primary research begin Wednesday, October 3 and Friday, October 5.

WEEK 7 - OCTOBER 8-12

Continue Oral Reports on Research Monday, Wednesday, Friday.

SECOND ESSAY – PRIMARY RESEARCH DUE: FRIDAY, OCTOBER 12 (SUBMIT IN CANVAS)

Send in your essay by clicking on the Essay Assignments in Canvas and then on the number for the current essay. At the top of the assignment, you will find a submission box.

WEEK 8 - OCTOBER 15-19

The next assignment #3 focuses on critically analyzing cause/effect relationships, which **you will write in class**. First you need to study the strategy and write a practice paper. In SSW, review chapter 14 "Cause and Effect: Explaining Why." Examine the sample student essay "Why Students Drop Out of College" by Diann Fisher (p. 245) to study the cause/effect pattern. Also in the Reader, read two essays: "For Cops, Citizen Videos Bring Increased Scrutiny. Are Incidents Caught on Tape Hindering Others?" by Kevin Johnson (p. 524) and "Why We Keep Stuff: If You Want To Understand People, Take A Look At What They Hang On To" by Caroline Knapp (p. 529). We will discuss these essays in class

Write a draft of the causal analysis paper and use Inbox e-mail to have at least two students critique your paper. You may want to take your practice paper to one of the Writing Centers on any campus or use the Online Writing Lab located in the Writing Center link.

Second Lab Assignment Due: Wednesday, October 17

LAST DAY TO WITHDRAW, FRIDAY, OCTOBER 19

WEEK 9 - OCTOBER 22-26

Cause/Effect Essay written in class WEDNESDAY, OCTOBER 24.

Bring notebook paper for writing an essay in response to the topic you choose from my list.

WEEK 10 - OCTOBER 29-NOVEMBER 2

Handout for Comparison/Contrast (Evaluation) Essay #4—You will compare the two essays by Wilson and Knittel.

In SSW, review chapter 13 in Rhetoric "Comparison: Showing Relationships." In the Reader section under Argument, read two essays: "Why Keystone Pipeline Is A Bad Idea For Texas" by Chris Wilson (p. 560) "Keystone Pipeline Foes Should Face Reality" by Christopher R. Knittel (p. 562). We will discuss these essays in class.

Third Lab Assignment Due: Wednesday, October 31.

WEEK 11 - NOVEMBER 5-9

In-Class editing workshop on comparison/contrast essay

WEEK 12 - NOVEMBER 12-16

FOURTH ESSAY --COMPARISON/CONTRAST (EVALUATION) DUE ON WEDNESDAY, NOVEMBER 14 (SUBMIT IN CANVAS)

Send in your essay by clicking on **Essay Assignments** in Canvas and then on the current essay. At the top of the assignment, you will find a submission box.

Final lab sheet due: Friday, November 16

WEEK 13 - NOVEMBER 19

THANKSGIVING HOLIDAY -- CAMPUSES CLOSED NOVEMBER 21-25

Handout for Mixed Strategies Essay #5

In the Reader section of SSW, read Dan Greenburg's essay "Sound and Fury" (p. 463).

WEEK 14- NOVEMBER 26-30

FIFTH ESSAY "MIXED STRATEGIES" DUE ON WEDNESDAY, NOVEMBER 28 (SUBMIT IN CANVAS)

WEEK 15 - DECEMBER 3-7

Review all strategies of writing: Narration/Description, Illustration, Cause/Effect, Comparison/Contrast (Evaluation), Mixed Strategies in preparation for the final.

Also in SSW, in the Rhetoric section read Chapter 17 "The Essay Examination" to learn techniques for taking exams

WEEK 16 -DECEMBER 10-14

WEEK OF FINAL EXAMS

FINAL EXAM: MONDAY, DECEMBER 10, 10 AM – 12 NOON

Bring journals to class on final exam day. Bring notebook paper for writing an essay on a topic you choose from the list.

No make-up finals. If you miss taking the final exam at its scheduled time, you will forfeit 20% of the course grade.

Since this is a departmental final, I will not return the final exam to you. You can consult My Grades in Canvas to see what you earned on the final exam as well as what your total points are for the semester. Consult the Syllabus for explanation of how letter grades are determined according to the 1000-point scale. You can access the official school grade report on the Collin Web site within approximately 10 days after the semester closes.